



## Human Resources Department

City of Burlington

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March 25, 2011

**TO: Board of Finance**

**From: Susan Leonard, Director of Human Resources**

**Re: Step Placement for Officer Shannon Chiarito**

I recommend that effective on Shannon Chiarito's date of hire, Shannon Chiarito be placed in the Police Unified Pay Scale at a Step 3 (\$49,310.11/year) Pursuant to the BPOA Collective Bargaining Agreement, Article IX, Section 9. Shannon Chiarito possesses 3+ years of relevant experience in excess of what the position requires.

Thank you



**BURLINGTON POLICE DEPARTMENT**  
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Chief of Police

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To: Board of Finance  
From: Michael Schirling, Chief of Police *MS*  
Via: Susan Leonard, Human Resources Director  
Date: March 25, 2011  
Re: Recommendation – Step Placement for Officer Shannon Chiarito

Pursuant to BPOA Collective Bargaining Agreement Article IX, Section 9.4, I recommend that effective on Officer Shannon Chiarito's date of hire that she be placed in the Probationary Police Unified Pay Scale at a Step 3, providing her with a 3 step credit for 42 months of full time law enforcement experience with the Tulsa Oklahoma Police Department.

If approved, this will allow Officer Chiarito to forego the first year of pay on the Probationary Police Officer pay scale, as well as the first year on the Police Unified pay scale. Officer Chiarito possesses 3+ years of relevant experience in excess of what the position requires.

*Respect ~ Honor ~ Remember*

*Officer James P. McGrath, end of watch May 12, 1904; Officer J. Albert Fisher, end of watch December 15, 1947*